



PRIVACY, GOVERNMENTAL
LIAISON AND DISCLOSURE

DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
WASHINGTON, DC 20224

June 11, 2019

MuckRock News
DEPT MR 73642
411A Highland Ave.
Somerville, MA 02144-2516

Dear Ms. Emma Best:

This is a final response to your Freedom of Information Act (FOIA) request dated May 24, 2019, that we received on May 30, 2019.

You asked for:

Documents generated as part of the creation of the FOIA office (defined as whatever department, office, or coordinator is responsible for overseeing and/or processing FOIA requests), whether this was at the time of the agency's creation or the passage of the Freedom of Information Act, to include:

1. The instruction to do so from the Agency, as well as any guidance from the senior leadership
2. Documents discussing proposals and procedures
3. Any legal guidance or analysis produced or acquired by the Agency in response to or as part of the creation of the FOIA office
4. Internal documents from the press office, legislative liaison's office (or equivalent), general counsel's office (or equivalent), director's office (or equivalent) or the newly created FOIA office, reacting to or characterizing the office and its creation

- * A copy of the agency's first perfected (successful) FOIA request
- * Copies of other FOIA requests filed before the FOIA request described above
- * Processing notes, search slips and response documents regarding the FOIA requests described above
- * The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA requests
- * A copy of the agency's first successful FOIA appeal
- * Copies of other FOIA appeals received by the agency before the appeal described above
- * Processing notes, search slips and response documents regarding the FOIA appeals described above

- * The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA requests
- * A copy of the agency's first successful FOIA appeal
- * Copies of other FOIA appeals received by the agency before the appeal described above
- * Processing notes, search slips and response documents regarding the FOIA appeals described above
- * The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA appeals

The Freedom of Information Act (FOIA) was originally enacted in 1966. In keeping with the Federal Records Act of 1950, and pursuant to Title 44, U.S.C § 3102 any existing responsive records would have been transferred to the National Archives and Records Administration (NARA). You may submit your request to their office:

By Mail:

FOIA Officer
National Archives and Records Administration
8601 Adelphi Road, Room 3110
College Park, MD 20740

By Fax: (301) 837-0293

By E-mail: foia@nara.gov

Online: FOIAonline or www.foia.gov

You may contact our FOIA Public Liaison, Celeste Neal, to discuss your request at:

1301 Clay Street, Ste. 840S, Oakland, CA 94612
510-907-5338

The FOIA Public Liaison responds to FOIA and Privacy Act requests for copies of documents maintained by the IRS. There is no provision in either Act to resolve tax, collection, or processing issues and our staff is not trained to answer questions regarding those issues. If you need assistance with tax related issues you may call the IRS toll free number at 1-800-829-1040.

If you have any questions, please call Tax Law Specialist Lauri Takeguchi, ID # 1000682891, at 408-283-1465 , or write to: Internal Revenue Service, Centralized Processing Unit, P.O. Box 621506, Stop 211, Atlanta, GA 30362-3006. Please refer to case number F19150-0049.

Sincerely,

A handwritten signature in black ink, appearing to read "Herbert Ottenbreit", with a long horizontal flourish extending to the right.

Herbert Ottenbreit
Disclosure Manager
Disclosure Office 14

